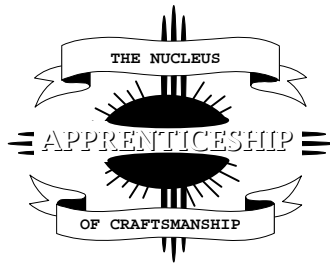




**STANDARDS OF APPRENTICESHIP
adopted by**

NECA-IBEW ELECTRICAL JATC

<u>Skilled Occupational Objective(s):</u>	<u>(sponsor)</u>	<u>DOT</u>	<u>Term</u>
CONSTRUCTION ELECTRICIAN		824.261-010	8000 HOURS



APPROVED BY
Washington State Apprenticeship and Training Council
REGISTERED WITH
Apprenticeship Section of Specialty Compliance Services Division
Washington State Department Labor and Industries
Post Office Box 44530
Olympia, Washington 98504-4530

APPROVAL:

OCTOBER 7, 1946

Initial Approval

By: ALAN LINK
Chairman of Council

JANUARY 19, 2001

Addendum Amended

By: PATRICK WOODS
Secretary of Council

JANUARY 19, 2001

Committee Amended

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NOTE: THE FOLLOWING ADDENDUM SHALL BE SPECIFIED TO THE INDIVIDUAL JOINT APPRENTICESHIP AND TRAINING COMMITTEE AND ITS CRAFTS AND PROBLEMS:

1. **GEOGRAPHICAL AREA COVERED:**

All of Clark, Klickitat, and Skamania Counties, Washington.

2. **MINIMUM QUALIFICATIONS:**

Applicants shall meet the following minimum qualifications:

- Age: Must be at least 18 years of age. Proof of age may be required.
- Education: High be a school graduate with 2.00 GPA or have a G.E.D. of at least 255 points. Must have completed one full year of high school algebra or equivalent post high school algebra course(s) with a grade of "C" or better, OR must present current math placement test results from a community college facility indicating a placement level beyond high school level algebra. Must provide official high school and/or post high school transcripts showing courses and grades.
- Physical: Applicants shall be physically capable of performing the work of the trade. Due regard will be given to working high, agility, strength, dexterity and endurance. Doctors' statements or examinations may be required if there is a medical history.
- Testing: Obtain qualifying score of four (4) or better on the National JATC aptitude test.
- Other:
- a. A \$25.00 non-refundable application fee will be charged. Individuals with income 150% of the federal poverty guidelines may apply for a fee waiver.
 - b. If accepted into the program, applicants will be required by their employer to take a substance abuse test.

3. **CONDUCT OF PROGRAM UNDER WASHINGTON EQUAL EMPLOYMENT OPPORTUNITY PLAN:**

A. **Selection Procedures:**

- 1. Application Notice and Schedule
 - a. The committee will accept applications on year-round basis, on dates and times specified by the committee.
 - b. Application information will be disseminated according to the committee's affirmative action plan at least semi-annually. Information will include:
 - 1. Dates, times, and location applications will be accepted.

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2. List the minimum qualifications for the program, supporting documentation required and applicable timelines.
 3. Provide a general description and duties of the occupation.
2. Application Process
 - a. Applications will be provided to all interested individuals at:
NECA-IBEW Electrical Training Center
16021 NE Airport Way NE
Portland, Oregon 97230
 - b. Individuals must apply in person; applications must be completed and returned on site.
 - c. Prior to receiving an application, each applicant's name will be entered in the "Applicant Log" which will identify all applications by a log number corresponding to the application number.
 - d. All supporting documentation must be submitted by the specified deadline as stated in the opening announcement
3. Verification of Minimum Qualifications:
All applications and supporting documentation will be reviewed for minimum qualifications.
4. Non-Qualified Applicants
Applicants who do not meet the minimum requirements will be notified in writing; notification will include reason for rejection, the requirements for admission to the eligibility pool, and the appeal rights available to the applicant.
5. Aptitude Test:
 - a. All qualifying applicants will be scheduled to take the NJATC aptitude test.
 - b. Applicants must meet a minimum qualifying score as established and validated by the American Institute for Research and adopted by the committee to qualify for an interview.
6. Pool of Eligible Applicants
 - a. Qualifying applications from the eligibility pool will be scored and ranked using an interview system to establish the ranked order list; all applicants will be asked the same questions.
 - b. These individuals will then be placed in a pool of eligible applicants and retained on an active list for a period of two (2) years.
 - c. Individuals may be removed from the pool at an earlier date by their request or by failing to respond to the committee when notified.

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- d. It shall be the responsibility of the applicant to notify the committee of any change of address.
- 7. Placement
 - a. Whenever possible, all current apprentices will be employed before new applicants are hired.
 - b. Applicants will be offered employment based on the order of their rank in the pool of eligibles.
 - c. If an individual fails to respond to an apprentice job assignment provided through the placement process, the individual will be removed from the pool.
- 8. Residential Upgrade Procedures
 - a. Qualify

Licensed residential wireman will qualify for interview for the commercial apprenticeship program by fulfilling the following requirements.

 - 1. Complete an application form (there is an application fee payable at the time of application).
 - 2. Show evidence of successful completion of: one full year of high school algebra or equivalent post high school algebra courses with a grade of "C" or better, or must present current math placement test results from a community college facility indicating a placement level beyond high school algebra.
 - 3. Be at least a high school graduate with a minimum 2.0 GPA or have a minimum GED score of 255 points.
 - 4. Provide an official transcript for high school and post high school education and training. All GED records must be submitted if applicable.
 - 5. Obtain a qualifying score using the electrical trade's aptitude test developed and validated by the American Institutes for Research.
 - 6. Work a minimum of 2 years (4,000 hours) as a licensed residential wireman.
 - 7. Successfully complete the first 3 years of the NJATC inside electrician curriculum (or equivalent).
 - b. Interview

All qualified applicants will be scheduled for an oral interview and following the interview will be placed in the pool of eligibles.
 - c. OJT Credit

Residential upgrade applicants will be registered with 4,000 hours OJT credit.

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9. Exemptions:

After completing an apprenticeship application:

- a. An employee of a nonsignatory employer not qualifying as a journey-level worker when an employer becomes signatory, shall be evaluated by the JATC, using constant, standard, nondiscriminatory means and registered at the appropriate period of apprenticeship based on previous work experience and related training.
- b. AN individual who signs an authorization card during an organizing effort wherein fifty percent (50%) or more of the employees have signed; whether or not the employer becomes signatory, an individual not qualifying as a journey-level worker shall be evaluated by the sponsor and registered at the appropriate period of apprenticeship based on previous work experience and related training.

B. Affirmative Action Plan:

- 1. Notification of apprenticeship opportunities shall be made at least thirty (30) days prior to the earliest date of application in the following manner:
 - a. The SAC representative serving the program shall be notified in writing.
 - b. In a SAC state, the state Supervisor of the BAT shall also receive notice.
 - c. The Superintendent of schools shall be notified.
 - d. State employment service office shall be notified.
 - e. LEAP, OUTREACH, Urban League, NAACP, SER, Urban Coalition or similar responsible groups will be notified when appropriate.
 - f. Newspaper and TV ads will be run according to the need, practicality and financial ability of the Apprenticeship Committee.
- 2.
 - a. School and employment service counselors will be notified of and invited to periodic workshops held as part of the JATC program.
 - b. Apprenticeship members (or other qualified industry representatives) will participate in workshops for school and employment service counselors when invited.
- 3. Cooperate and counsel with school boards and vocational education systems, concerning needs of the industry and how transition from school to work can best be accomplished.

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4. Disseminate information within the Industry to acquaint all involved with the goals of the program and effect cooperation.

4. **TERM OF APPRENTICESHIP:**

8000 hours of reasonably continuous employment. Fifteen hundred (1500) hours of work per year will be the minimum amount considered as reasonably continuous employment.

5. **PROBATIONARY PERIOD:**

The first 1600 hours of the term of employment. The probationary period will include the completion of the first year of related supplemental instruction.

6. **RATIO OF APPRENTICES:**

The number of apprentices shall not exceed a ratio of 1 apprentice to the first 1 journey-level worker in full employment on the job in order to assure adequate training and supervision. Additional apprentices are authorized at the rate of 1 apprentice to 3 additional journey-level workers. However, on the job or in the shop, the ratio may be modified as per the labor agreement.

7. **WAGE PROGRESSION:**

Apprentices shall be paid on the following percentage basis in accordance with WAC 296-04-270 (2)(c):

1st 0000-1000 hour period 40% of journey-level worker's scale
2nd 1001-2000 hour period 40% of journey-level worker's scale
3rd 2001-3500 hour period 50% of journey-level worker's scale
4th 3501-5000 hour period 60% of journey-level worker's scale
5th 5001-6500 hour period 70% of journey-level worker's scale
6th 6501-8000 hour period 85% of journey-level worker's scale

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8. WORK PROCESSES:

The apprentice shall be given an opportunity during the period of apprenticeship by actual work experience to acquire all the knowledge and skill necessary to qualify him/her as a journey-level worker. The following outline of work experience is to be used as a guide in the training of apprentices. The work processes to be learned and both the minimum and maximum work experience hours that may be credited for each are:

Construction Electrician: D.O.T. #824.261-010

	<u>Minimum</u>	<u>Maximum</u>
a. Stock room and material handling	100 hours	300 hours
b. Residential Wiring	1000 hours	3000 hours
c. Commercial Installations	1000 hours	3500 hours
d. Industrial Installations	1000 hours	2000 hours
e. Specialized systems	500 hours	1500 hours
f. Underground Constructions	100 hours	300 hours
g. Trouble Shooting and Maintenance	250 hours	750 hours
h. Finishing and Fixture Hanging	50 hours	150 hours

In addition to the work experience hours required in "a" through "h" above, apprentices may receive credit in the following processes:

	<u>Minimum</u>	<u>Maximum</u>
i. Remodel and finish work	500 hours	1500 hours
j. Services and equipment	200 hours	1500 hours
k. Branch circuits (rough-in and trim)	500 hours	1000 hours
l. Conduit, flex, romex boxes & heating	100 hours	300 hours
m. Wire pulling and taps	100 hours	300 hours

TOTAL HOURS: 8000

The JATC may refer an apprentice to take the residential electrician examination provided that the apprentice has:

- Accrued at least 4000 hours of experience;
- met the minimum work experience outlined in sections "a, b, e, f, g, h, i, j, k, l, and m" above
- completed the appropriate related instruction;
- and demonstrates proficiency in the residential electrician skills.

ALL OF THE FOREGOING WORK EXPERIENCE AS HEREIN NOTED IS UNDERSTOOD TO MEAN AS IT PERTAINS TO THE TRADE HEREIN INVOLVED IN THESE STANDARDS.

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9. **RELATED/SUPPLEMENTAL INSTRUCTION:**

- A. Each apprentice shall enroll in and attend classes in subjects related to this trade as approved by the State Board for Community and Technical Colleges, for a minimum of 144 hours per year.
- B. The methods of related/supplemental training shall consist of one or more of the following:
 - (X) Supervised field trips
 - (X) Approved training seminars
 - () A combination of home study and approved correspondence courses
 - () Technical College
 - (X) Community College
 - (X) Training Trust
 - (X) Other: Each apprentice will be required to Complete a First Aid Class and a CPR class at the start of the program.
- C. Hours 180
- D. Satisfactory progress must be maintained in related training classes. (See Section 10, Administrative/Disciplinary Procedures.)

10. **ADMINISTRATIVE/DISCIPLINARY PROCEDURES.**

- A. Where undue hardship might exist because of distances involved, applicants living in a particular area will be given special consideration for referral when jobs are available in their locale.
- B. At the start of the program only and before an apprenticeship agreement is signed, applicants with previous inside electrical construction experience may request advanced standing by filling out the appropriate form. The Apprenticeship Committee will review the request on its merits and may grant credit based on proof of one year of more of inside electrical construction work.
- C. If the apprentice job is covered by a collective bargaining agreement, the lawful provisions thereof shall supplement or prevail over these Standards, if there is a conflict between the bargaining agreement and Standards.

11. **COMPOSITION OF COMMITTEE AND ALTERNATES:**

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The Apprenticeship Committee shall be composed of four (4) members representing, the employers and four (4) members representing the International Brotherhood of Electrical Workers, Local Union No. 48. Selection of these individual members will be made by the groups they represent. A quorum consists of 2 management members and 2 Employee members.

The Employer Representatives Shall Be:

Tim Gauthier, Secretary
NECA, Oregon-Columbia Chapter
601 NE Everett,
Portland, OR 97232

Dick Frahler
Frahler Electric
11860 SW Greenburg Road
Tigard, OR 97223

Gene Heil
Heil Electric
8425 SE Stark
Portland, OR 97216

Gary Price
21830 NW Cherry Lane
Hillsboro, OR 97124

The Employee Representatives Shall Be:

Keith Edwards, Chair
IBEW Local 48
15937 NE Airport Way
Portland, OR 97230

Bob Palandech
11851 SE 36th
Milwaukie, OR 97222

Steve Shiprack
IBEW Local 48
15937 NE Airport Way
Portland, OR 97230

William Taggard
2765 SE Cleveland Drive
Gresham, OR 97080

12. **SUBCOMMITTEE:** (None)
13. **TRAINING DIRECTOR/COORDINATOR:**

Ken Fry, Director of Training
NECA-IBEW Electrical Training Center
16021 NE Airport Way
Portland, OR 97230